

# 2002 Performance Report

There are three basic phases in the review and approval of developments that include:

1. Preliminary Plan Review,
2. Final Construction Plan Review and Development Inspection, and
3. Building Plan Review and Building Inspection.

The Development Services Division is responsible for the Preliminary Plan Review phase. Proposed developments are classified for a Type I, II or III review process, with Type I projects having low impacts and Type III projects having more significant impacts.

## Overall Performance per County Standards

- During 2002, Development Services issued 703 permits (excludes Type I Reviews conducted by the Customer Service Division).
- Of this number, 672 were issued within the county deadlines.
- *Overall performance per county standards = 96%*

## Overall Performance per State Standards

- Total applications received during 2002 = 1152 (includes Customer Service Division)
- Total fully complete determinations = 867
- Number issued before state 120 day decision deadline = 847
- Number issued after state 120 day decision deadline = 40 (not including applicant holds)
- Number applicant holds or extensions requested = 102
- Number of decisions issued before state 120 day deadline minus extensions = 836
- Number of decisions issued after state 120 day deadline minus extensions = 5
- *Overall performance per state standards = 99%*

## Performance by Type of Reviews

### Type I Reviews:

- Type I reviews involve the review of minor development proposals such as signs, adjustments of boundary lines, home occupations, legal lot determination, etc.
- During 2002, the county processed 622 Type I Reviews.
- The average time to issue a Type I decision was 14 days.
- The Customer Service Division issued 317 Type I decisions with 78% issued within the 21-day deadline.
- The Development Services Division issued 305 Type I decisions with 98% issued within the 21-day deadline.

## **Type II Reviews:**

- Type II reviews involve the review of small land divisions (i.e., 4 or less lots), commercial and industrial site plans, environmental reviews, etc.
- During 2002, the county processed 163 Type II reviews.
- On average, it takes about 122 days or about 4 months\* to process a Type II review (not including applicant holds), which includes:
  - Pre-Application conferences = Average 31 days (includes 24 days to conference + 7 days to mailing of report);
  - Fully Complete Reviews = Average 24 days (not including applicant holds that averaged 11 days); and,
  - Type II Reviews = Average 67 days (not including applicant holds).
- During the review period, 51 of 163 applications or 31% were placed on hold by the applicant with an averaged of 26 hold days per application placed on hold.
- Pre-application conferences held within 28-day deadline = 96%
- Fully Complete determinations mailed within 21-day deadline = 100%
- Review/Decisions issued within 78-day deadline = 94%

## **Type III Reviews:**

- Type III reviews involve the review of major development proposals, and, therefore, require a public hearing before a Hearing Examiner.
- Type III reviews include subdivisions, conditional uses, zone changes, etc.
- During 2002, the county processed 82 Type III permits.
- On average it took about 145 days or about 5 months to process a Type III review (not including applicant holds), which includes:
  - Pre-Application Conferences = Average 31 days (includes 24 days to conference + 7 days to mailing of report);
  - Fully Complete Reviews = Average 24 days (includes applicant holds that averaged 11 days); and,
  - Type III Reviews = Average 91 days (not including applicant holds).
- During the review period, 21 of 82 applications or 23% were placed on hold by the applicant with an averaged of 26 hold days per application (not including 11 average hold days for fully complete review).
- Pre-application conference held within 28-day deadline = 96%
- Fully Complete determination mailed within 21-day deadline = 100%
- Staff Report mailed within 15-days prior to hearing deadline = 94%
- Hearing held within 78-day deadline = 98%
- Decision issued within 92-day deadline = 95%